

Minutes | July 8th, 2024 | 7:00 PM

Board of Trustees (BOT) Meeting



1. Call to Order | President Schall called the meeting to order at 7:00 PM
2. Roll Call | President Mark Schall, Trustee #1 Paul Schroeder, Trustee #2 Rick Cermak, Constable Kristin Wright, Treasurer Robert E. O'Brien, Clerk Dori Panthofer

Public: None
3. Public Comment | None
4. Approval of the June 17th, 2024 Board of Review Minutes and June 17th, 2024 BOT Meeting Minutes | Motion to approve the June 17th, 2024 Board of Review Minutes and June 17th, 2024 Board of Trustees Minutes made by Constable Wright and seconded by Trustee Schroeder. All in favor, none opposed. Motion carried at: 7:01 PM.
5. Trustee's Report (1) – Paul Schroeder
 - a. 2024 Bridge Inspection Bid (Ayres) | Motion to approve the July 2nd, 2024 bid from Ayres in the amount of \$2,450 made by Trustee Schroeder & seconded by Constable Wright. All in favor, none opposed. Motion carried at 7:28 PM.
 - b. Storm water drains | The Nicolet Place bridge has four grates and collection boxes. The North Bay Drive bridge has one. Trustee Schroeder recommends obtaining bids to improve stormwater flow at the North Bay Drive box bridge to relieve ponding and washout issues and extend the life span.
 - c. Street drain silt cleaning | Trustee Schroeder is pursuing a maintenance schedule with Caledonia Public Works; additional information will be provided as it becomes available.
 - d. Village land maintenance | Trustee Schroeder is scheduled to meet next week with Aspen Property Care to address Japanese Knotweed and other vegetation clearing needs. President Schall requests issuing an email announcement before clearing occurs, with questions to be referred to President Schall.
 - e. Obstructed view on corner lot | Recent trimming at 40 S Vincennes Cir improved the line of sight; slow approach is required.
6. Trustee's Report (2) – Rick Cermak
 - a. 2024 CMAR report filed.
 - b. Main lift station - 3 Phase Power | Work in progress.
 - c. Main lift station pump rebuild | Rebuild is on schedule.
7. Constable's Report – Kristin Wright
 - a. Wind Point Police Department
 - b. Caledonia Fire Department | Deferred.
 - c. Wisconsin Humane Society animal sheltering statistics | Deferred (reports print later in the month).
8. Treasurer's Report – Bob O'Brien
 - a. Financial Reports for May 2024
9. President's Report – Mark Schall
 - a. Planning Commission | Confirmed members: Mark Hyde and Bill Cosban plan to remain on the Planning Commission. Tom La Fave was appointed last month. Randy Johnson opted

- to step down from the Planning Commission. Kari McGaughey is willing to fill the seat (vacated by Randy Johnson).
- b. Board of Appeals | Confirmed members: Julia Anastasio, Rocco Castellano, Lisa Englander and Rick Hennig. Confirmed alternate members: Sue Arvai and Autumn Latimore Schienke. David Easley opted to step down. Chris Veranth is willing to fill the seat (vacated by David Easley).
10. Clerk's Report – Dori Panthofer
 - a. Elections | Special Election December 19th, 2024 for the office of Racine County Executive
 - b. Permits
 - c. July Newsletter | Include a reminder to residents to trim low hanging branches over the street, along with other content directly added by elected officials.
 - d. 2024 Village Directory will go out soon.
 - e. Upcoming Village meetings
 - i. Tuesday, July 9th, 2024 - 5:30 PM: Erosion Control/Greenspace Committee Meeting:
 - ii. Monday, August 19th, 2024 - 7:00PM: BOT Meeting (3rd Monday)
 - iii. Monday, September 9th, 2024 - 7PM
 11. Accounts Payable
 - a. AP June 2024 final \$14,529.61
 - b. AP July 2024 preliminary as of June 27th, 2024 \$10,498.31.

Motion to approve the accounts payable totals noted above, with the authorization to amend July to pay the 2% Fire Dues payment to the Caledonia Fire Department and other bills received after June 27th, 2024 to maintain current accounts, made by Trustee Cermak and seconded by Constable Wright. All in favor, none opposed. Motion carried at 7:54 PM.
 12. Old Business
 - a. Bridge repairs | Trustee Schroeder plans to seek references for contractors from Ayres. President Schall has 2 leads and contacted one. A ballpark estimate for the Vincennes Bridge would be \$1,800-\$2,200, with a similar price for the other bridges (approximately \$6,000 for all bridges), with a current lead time of 3 weeks. Action: Trustee Schroeder will request a formal bid & COI from M&M Masonry, a Waukesha firm.
 - b. Trash can on lakefront (pilot program) | Action: A trash can was moved from the Village Hall basement to the lakefront and is secured with a bike lock. President Schall will monitor the volunteer schedule.
 - c. Impeded access due to obstructions on private roads | Constable Wright will seek input from Wind Point Police Chief Sharrett and Caledonia Fire Chief Henningfeld regarding emergency access. President Schall presented the issue to the Village attorney; the Village Attorney will draft a letter on behalf of the Village Board following receipt of information from WPPD Chief Sharrett and CFD Chief Henningfeld.
 - d. Committee update | Options include addressing the entire Village vs. lakefront only.
 - e. Village website (WordPress template retired/unsupported) | Awaiting a response from the League.
 - f. Clerk documentation status | The Board discussed training needs for all elected positions. President Schall suggested a top-down approach followed by determining what warrants the most detail. Constable Wright noted including passwords, Clerk to resend draft to Constable Wright.
 13. New Business | None
 14. Adjourn | Motion to adjourn made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Meeting adjourned at 8:11 PM.